

**BAPTIST UNION CORPORATION
LOAN FUND APPLICATION FORM (Pension Loans) (09/2018)**

This form is for churches requesting a loan in connection with a pension debt.
Please read the Guidance Notes before (and as) you complete the form.

Name of Church	
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Name of Church Contact	
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Role in Church	
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Address	
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Daytime Telephone Number(s) Please indicate whether these are home, church, work or mobile numbers. If more than one number given please indicate which one you would prefer us to use.	
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Email address	
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Approximate value of Pension Debt due	£
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Amount you would like to borrow – please note this cannot be less than £25,000 and can only be more than £50,000 if the church had a Cessation Event prior to 31 March 2017.	£
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How long would you like to take out this loan for? (Max 15 years)	years
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Has the church incurred a Cessation Event? If 'Yes' please give the date when this occurred	YES / NO Date:
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ABOUT YOUR CHURCH					
Date formed		Number of Members			
Average attendance at your most popular service		Adults		Under 18s	
Total number of Charity Trustees (Ministers, Deacons, Elders)					
Please give the name of your Minister.					
If you are currently in Pastoral Vacancy please give the name of your Moderator.					
Which Baptist Union are you in membership with?	BUGB		BUS		BUW

Please read the Guidance Notes as you complete the form.

Which local Baptist Association are you in membership with?	
If you are a Registered Charity please give your Charity Number	
Has your church become a 'Charitable Incorporated Organisation' or a 'Company Limited by Guarantee'?	
Please list your current property assets. e.g. Chapel and grounds, manse	
Who are your Property Trustees? <i>If you are an LEP please make sure you read the note on page 3 of the Guidance Notes</i>	
Who are the insurers for your property?	

ABOUT YOUR CHURCH FINANCES – SUMMARY INFORMATION

When is your Financial Year? e.g. January to December	
In your last complete financial year, how much was given to the church as offerings?	
How much do you hope to receive this financial year in offerings?	
How much have you received in this financial year as offerings up to the end of the last complete month?	
In your last complete financial year, how much Gift Aid did the church recover?	

Please supply the requested information for the last three completed financial years (please give the relevant years in the column headings)

Financial Year			
Gross Annual Income (General Fund)			
Net surplus or deficit (General Fund)			
Contribution to Home Mission			
Contribution to BMS World Mission			

If you have an existing loan or mortgage please provide details of amount borrowed, outstanding and payment terms.

If there is any other information about your church finances that you feel may be relevant to your application please supply this with your application

Please read the Guidance Notes as you complete the form.

FURTHER INFORMATION

Please include a **CHURCH INFORMATION DOCUMENT (MAXIMUM 2 SIDES OF A4)** with your application

This should tell us something of your church and its mission. We would like to know something about each of the following.

- Your history, present situation and future vision for the church.
- Your local community and your work and witness within it.
- Summary of the church's regular activities
- Why you have decided to apply for a loan to clear your pension debt

You should also ensure you include all paperwork listed on page 4 (overleaf)

SIGNATURES

We confirm that to the best of our knowledge the information in this application and the accompanying documentation is correct.

This form should be signed by three people who carry leadership responsibility within the church and are recognised as being the church's Charity Trustees. They are making this loan application on behalf of the church.

Name and Role within church	Signature
NAME	
ROLE	
NAME	
ROLE	
NAME	
ROLE	
NAME	
ROLE	
Date of Application:	

Mr Tim Chowns (Loan Fund Officer)
Baptist Union Corporation Limited
Baptist House
PO Box 44
129 Broadway
Didcot OX11 8RT

Telephone Number: 01235 517708

Email: tchowns@baptist.org.uk

Please read the Guidance Notes as you complete the form.

Please number all the documents you are enclosing and indicate the relevant number in the 'Doc Nos' column

Document	Doc Nos	Notes
Application Form – fully completed and signed by three Charity Trustees		
The last three years audited/independently examined church accounts		
Budget and information to date for the current financial year		
A copy of the explanatory document received from the Baptist Pension Scheme setting out the debt.		
Confirmation of the church's current buildings insurance cover		
Church Information Document (see page 3)		
Pledge List (see section 3 of the Guidance Notes)		
Signed copy of the minutes of the Church Members Meeting when the decision to take out a loan was taken.		
LEPs who have another Denominational Trust Company as their Property Trustees should also include written confirmation that that they will be willing to consent to the BUC taking a Legal Charge on the property. (See note on page 3 of the Guidance Notes)		

FOR SCOTTISH CHURCHES ONLY (See section 5 of the Guidance Notes)

Copy of your Church Constitution		
Name and contact details of the solicitor who will act for your church		

Please note that the BUC is not regulated by the Financial Conduct Authority.

The BUC is only able to enter into a loan that is a relevant credit agreement (as defined by the Financial Services and Markets Act (2000) (Financial Promotions) Order 2015) as lender for the purposes of the business of a church (or, if the church is unincorporated, the business of the church trustees) and not for any other purpose.

We are exempt from regulation because we are deemed to be lending for 'the purposes of a business'. Whilst the phrase 'the purposes of a business' may not sit easily with many churches we have been advised that the term 'business' has a wide definition and includes 'anything which is an occupation or duty that requires attention'. In this context it can be accepted that a church is acting as a business and therefore we are able to provide loans.